

LYNDON CITY COUNCIL
ADJOURNED MEETING MINUTES OF
FEBRUARY 20, 2012

The Lyndon City Council met in adjourned session on Monday, February 20, 2012, 7:30 p.m., at City Hall.

Members Present: Wayne Howard, Kay Jones, Bill Patterson, and Doug Watson

Absent: Brandon Smith and Mayor Jeff Bronson

Others Present: Kim Newman, City Administrator
Pat Walsh, City Attorney
Barbara Schattak, City Clerk
David Wilson, Maintenance Superintendent
Darrel Manning, Chief of Police
Robert Smith, Police Officer
Jeff Clark
Carol Retzer
Sarah Hitt, Lyndon Carnegie Library
Jan Ogleby, Osage County Herald-Chronicle

1. CALL TO ORDER: Council President Jones called the meeting to order.
2. ROLL CALL: The City Clerk called roll of the city council; all members were present with the exception of Mayor Bronson who was absent by notification and Smith who was absent without notification.
3. ADOPTION OF MINUTES OF PREVIOUS MEETING: A motion was made by Watson to approve the adjourned meeting minutes of February 6, 2012 as presented. Patterson seconded the motion, which carried.
4. CORRESPONDENCE TO COUNCIL: Council was given copies of a letter sent to a resident reminding them of their agreement with the council and a contribution request from the Lyndon Carnegie Library.
5. CITIZEN'S STATEMENTS AND PETITIONS:
 - a) Sarah Hitt attended council to receive a response for her contribution request for the Lyndon Carnegie Library. After some discussion, a motion was made by Patterson to contribute \$1500 to the Lyndon Carnegie Library, provide water, sewer, trash, and provide use of the Community Center for the Summer Reading Program with the fee waived. Watson seconded the motion, which carried. Jones abstained.
 - b) Jan Ogleby, Osage County Herald-Chronicle reported it was time to update the Osage County Tourism Guidebook and asked council if they would like to have an ad again in the next issue and if so, would there be any changes. Each council member received a copy of the advertising agreement showing pricing. After some

discussion, a motion was made by Howard for the City to have a half page ad at a cost of \$382.50 and to pay \$200 towards the printing cost. Watson seconded the motion, which carried. The advertising agreement was signed by the Council President. It was the consensus of the council to have the City Administrator work with Jan Ogleby on changes to the ad.

- c) Jeff Clark reported the water meter at his rental property has been locked due to a problem with his sewer line and requested his water be turned on in order to clean tools. After further discussion with the council, Jeff Clark suggested not unlocking the water meter and he would contact KDOT to see about a permit to work in the highway. Jeff Clark also stated he would keep in touch with the Maintenance Superintendent.
- d) Carol Retzer reported she is working on the horse parade for the Fourth of July and is planning to post the event on her website and asked if there is anything else she can report on. After some discussion, it was noted the City Administrator will meet with Carol in the near future.

6. UNFINISHED BUSINESS:

- a) GROFF & BERRY CONTRACT FOR 2011 AUDIT: The contract for the 2011 audit was presented to council. It was noted there are items which need to be corrected before it is signed; Groff & Berry will be contacted. The matter was tabled to the next meeting.
- b) BG ON CALL CONTRACT: Discussed the on call contract with BG Consultant as to whether it is needed or not. After some discussion, it was the consensus to not sign the contract.
- c) CHARITABLE DONATION POLICY: Each council member was given a copy of the policy for review. The City Attorney stated the policy looked good but needed language exempting the library. It was noted the City needs to not give out donations with city funds. After some discussion, it was the consensus to have the City Administrator draft a policy to excuse the City from any donations. The matter was tabled to the next meeting.

7. NEW BUSINESS:

- a) RESIGNATION OF MAYOR: Each council member received a copy of an email from Jeff Bronson resigning from his position as Mayor. After some discussion, a motion was made by Watson to accept the resignation of Mayor Bronson. Patterson seconded the motion, which carried.

A motion was made by Howard to appoint Council President Kay Jones as Mayor to fulfill the unexpired term of Jeff Bronson. Watson seconded the motion, which carried.

A motion was made by Patterson to appoint Doug Watson as Council President. Howard seconded the motion, which carried.

- b) COMMUNITY GARDEN GRANT: The City Administrator reported she had a meeting with several individuals regarding the grant. It was also noted land is being considered west of the community center for the garden. After some discussion, a motion was made by Patterson to authorize the City Administrator to write the grant for the community garden. Watson seconded the motion, which carried.
- c) POOL ADA LIFT: The City Administrator reported there are new requirements for the pool to have handicap access effective March 15th and monies have been included in the budget for a lift. It was also noted the baby pool is not compliant as well. After some discussion, the matter was tabled.
- d) TRASH CONTRACT: Each council member was given a copy of the trash contract which needs to be reviewed. After further discussion, the matter was tabled.
- e) RATE SETTING FOR CITIES AND RURAL WATER DISTRICTS MEETING: The City Administrator stated there is a water rate setting meeting March 7, 2012 in Lawrence and is free to anyone who wants to go. It was noted the City Administrator, City Treasurer and Councilwoman Jones would attend.

8. STAFF REPORTS:

- a) POLICE: Received a report of activity since the first of the year. Council stated they liked the new uniforms. Watson asked if the Police Department had a form residents could fill out to inform the officers when they would be out of town; it was noted there is such a form at City Hall.
- b) MAINTENANCE: Each council member received a report of activity for the last two weeks. The Maintenance Superintendent gave an update on the GPS mapping of water and sewer lines; staff has reviewed the maps and they have been sent back to KRWA for the final mapping.

Watson asked about the pool pump; the Maintenance Superintendent reported he has just removed the pump and will be taking it in for repairs in the near future.

- c) CITY ADMINISTRATOR: Reported there is a county wide Public Square Committee meeting through OCED February 27, 2012 at 6:30 in Carbondale and council members were invited to attend.

Announced city staff is participating in the scholar's bowl Thursday evening, February 23rd at the high school if anyone would like to come and cheer staff on.

Visited with the engineer last week; the cost is still the same for the City to run water and sewer north along 75 Highway which is roughly \$250,000. She hasn't heard anything further on the other two properties except a company wanting to do a project on one of the properties would like to have a follow-up meeting.

In response to rumors surrounding the recent surveys downtown the City has not been officially notified of anything.

Reported she has sent out letters soliciting funds for Pride and will be sending letters to all businesses as well.

9. COUNCIL COMMENTS: Patterson asked the City Administrator if the times when the Farmer's Market is opened could be changed before it is promoted; she will visit with Stephanie Watson about it.

Howard asked the Police Department to explain the program that an individual is going around town asking funds for. Officer Smith reported it is called Community First where he goes up to the school with booklets of safety information for the kids to take home and go through with their parents; last year they gave out books to 36 kids between the two fourth grade classes. All proceeds by businesses go towards the cost of the books.

Jones questioned the Chief of Police/Zoning Administrator if there is anything in the zoning regulations regarding the signs for defunct businesses. It was noted yes if the business is in a C2 or residential area the sign needs to be removed within 6 months, but, in a C1 there are no restrictions. Jones also questioned if the Planning & Zoning would be revisiting the signage issue; it was noted by the Zoning Administrator the committee is planning on looking at the whole manual.

Jones asked about procedures we have in place for the city to be aware of any new businesses in town to help make sure they conform to the regulations. The Zoning Administrator reported as he is around all the time he stops in and visit with them. She also asked if the zoning regulations were on the website; it was noted they are.

10. EXECUTIVE SESSION: NONE

11. ADJOURNMENT: At 9:20 p.m. a motion was made by Howard to adjourn to a regular meeting on Monday, March 5, 2012 at 7:30 p.m. Patterson seconded the meeting, which carried.



Barbara Schattak
City Clerk